



**State of Arizona
Department of Education**

Diane M. Douglas
Superintendent of
Public Instruction

TO: Alternate Assessment Test Coordinators
FROM: **Audra Ahumada**, Director of Alternate Assessment
DATE: February 6, 2015

ALERT: NCSC (ELA and Mathematics) Registration Window Opens

The NCSC Alternate Assessment Registration window will open on Monday, February 9, 2015. Please see below for further instructions.

Registering Eligible Students

Beginning February 9, 2015 through February 27, 2015-

Alternate Assessment Test Coordinators will use the Student Selector Application in Common Logon to register students for the NCSC Alternate Assessment. After all students have been registered in the Student Selector Application, ADE will securely upload a student registration file to the NCSC Assessment System. Once the Test Window opens the students will appear under the designated schools.

You will only need to register/select students in Grades 3, 5, 6, 7, and 11. Students that were previously selected for Grades 4 and 8 in the Student Selector Application will roll-over. **You will still need to confirm that all students in Grades 4 and 8 have been selected.** If you notice a student was not selected in the Student Selector Application for Grades 4 or 8 you may select that student during this registration window.

We highly encourage you to register your students using the Student Selector Application. **If you do not register your eligible students in the Student Selector Application, you will manually have to add and enter in detailed information about each student in the NCSC Assessment System.**

If you need more information about the NCSC Alternate Assessment for ELA and Mathematics see the NCSC Web page <http://www.azed.gov/assessment/ncsc/>.

If you have any questions, please contact Audra Ahumada at 602.542.4061 (Audra.Ahumada@azed.gov).